

COMMISSIONERS' WORKSHOP MEETING

April 11, 2013

The Cumberland County Board of Commissioners met on Thursday, April 11, 2013, 9:00 a.m., Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Barbara Cross, Jim Hertzler, Gary Eichelberger; Joanne Burkhart, Acting Chief Clerk; Ed Schorpp, Solicitor; Janet Walter, Solicitor's Office; Heather Ilgenfritz, Acting Deputy Chief Clerk; Judge Al Masland; Bob Dagrosa, Mike Clapsadl, Controller's Office; Dana Best, Finance; Mick Burkett, Human Resources; Jonelle Darr, Library System; Ted Wise, Megan Silverstrim, Public Safety; Kirk Stoner, Planning Department; Melissa Calvanelli, Court Administrator; Rebekah Finkey, CJP/IP; Bill Finnerty, Robert Barner; IMTO; Bonnie Mahoney, Assessment; Wendy Hoverter, Children & Youth; Sue Carbaugh, MH/IDD; Jack Carroll, Evelyn Reese, Drug & Alcohol; Mark Adams, ERP; Beth Shenk, Facilities Management; Crystal Brallier, CNRC; Dr. William Gould; Mary Jane Zeigler; Christen Croley, The Sentinel; Steve Marroni, The Patriot News.

Acting Chief Clerk Joanne Burkhart called the Workshop Meeting to order and led the Pledge of Allegiance to the Flag.

Acting Chief Clerk Joanne Burkhart asked if there was any public comment. There was none.

There was a brief summary provided for the following Contracts & Grants for the Board's consideration. Action is scheduled to be taken at the Board of Commissioners' Meeting on Monday, April 15, 2013.

Beth Shenk spoke about the Facilities Management agreement:

Commercial Energy Sales Agreement between Champion Energy Services, LLC and County of Cumberland for Facilities Management. *It is for two smaller electric bill accounts. It will be a savings of \$300.00 a year.*

Mark Adams discussed the ERP Agreement:

Addendum to Agreement between Infor (US), Inc. and Cumberland County for Lawson Software and Support for the ERP Dept. *This is a three-year maintenance agreement. It is an increase of 4 ½%. Over the next three years the amounts will be \$182,000, \$190,000 and \$197,000.*

Crystal Brallier presented the CNRC Contract:

Contract for Professional Services with Latsha, Davis & McKenna, P.C. for the Claremont Nursing & Rehabilitation Center. *This is for legal services to collect outstanding debt; no increase.*

Evelyn Reese discussed for the Board's consideration the Drug & Alcohol Grant:

Submission of Project Modification Request to Pennsylvania Commission on Crime & Delinquency (PCCD) for the Juvenile Diversion Enhancement Project. *This is a two-year Grant in the amount of \$125,000 which is all Federal money. The Grant will be extended from June 30, 2013 to December 31, 2013. This can be achieved because there is additional unused money in the benefits line.*

Sue Carbaugh spoke about the MH/IDD contract:

Master Contract/Letter of Agreement between Cumberland/Perry Mental Health/Intellectual and Developmental Disabilities and Riverside Associates, P.C. *It is in the amount of \$1,840 and is available in the MH/IDD base funds.*

Wendy Hoverter discussed the following Children & Youth Memorandum of Understanding:

Memorandum of Understanding Between the Administrative Office of Pennsylvania Courts and Cumberland County for the Office of Children & Youth Services. *The Grant amount is in the amount of \$5,000.*

Jonelle Darr discussed three agreements for the Library System:

- The 2012 Keystone Recreation, Park and Conservation Fund Grant Award in the amount of \$500,000 for a competitive grant award for the Shippensburg Public Library construction project. *Accepting the Grant Award will have no effect on the General Fund.* Ms. Darr introduced Dr. William Gould to the Commissioners. He is President of the Library System Board and is also Secretary of the Shippensburg Library Board.

- Agreement between the County of Cumberland and the Cumberland County Library System for Administration of the Keystone Recreation, Park and Conservation Fund Grant. *This agreement is for assigning responsibility for the management of the \$500,000 Keystone Grant to the Library System on behalf of the County Commissioners.*
- Lease Agreement for Property Located at 1601 Ritner Highway, Carlisle, PA
The Lease is for 20 years and there is a stipulation that should the Library System need to leave the space or the County needs the space, the lease can be terminated. The funding for the lease is all State money.

Rebekah Finkey asked the Board for their consideration and possible action today regarding the Submission of Grants to PCCD:

- Cumberland County Intermediate Punishment Programs:

This Grant is a State-funded no match grant in the amount of \$175,000. *The Grant will add an intermediate punishment officer who will monitor approximately 39 people equipped with electronic monitors as well as other duties. By keeping these individuals out of jail, it saves the County and State costs.*

- Cumberland County RIP Treatment Programs: *It is in the amount of \$15,000.*

Commissioner Cross moved to approve submission of Grants to PCCD: Cumberland County Intermediate Punishment Programs and Cumberland County RIP Treatment Programs. Commissioner Hertzler seconded the motion and it unanimously carried.

Rebekah Finkey discussed the Grant Award from PCCD of Federal Byrne Justice Assistance Grant Program Funds for the Centralized DUI Court: *in the amount of \$133,334 with a Prison expansion match amount of \$75,025.*

The Commissioners presented Jonelle Darr with a Proclamation in Recognition of National Library Week (see attached).

Bill Finnerty spoke about Resolution 2013-11 amending the Fee Collected Pursuant to the Uniform Parcel Identifier. The passing of this Resolution will amend the previous Resolution by raising the current fee from \$10.00 to \$15.00. This process will counteract the rising costs of processing these documents and will generate approximately \$220,000 annually. If the Resolution is approved at the April 15, 2013 Board of Commissioners' Meeting, it will take effect on June 1, 2013 (see attached).

Marita Kelly, a Program Manager for the State Early Intervention Program, discussed the County's submission of an application to the PA Department of Community & Economic Development regarding the Early Intervention Program Grant. If the application is awarded to Cumberland County, the cap is \$200,000 which will be split 50/50 between the State of Pennsylvania and Cumberland County. After approval of the application, an RFP will be issued for a consultant who will complete an objective assessment analysis of best management practices and a financial forecast projection over the next five years. The Strategic Plan and Mission Review will be analyzed and the selected consultant will provide recommendations as well as targeted cost reduction recommendations for consideration by the Board. It also includes an operational review for every department, agency and Row office within the County. This consultation usually takes six months to complete. A short discussion ensued regarding various details of this Program.

Kirk Stoner discussed the Craighead Bridge Historic Preservation Plan. Mr. Stoner said that South Middleton Township is not interested in owning the structure. The bridge will be demolished but there will be a historical marker erected. The Craighead Bridge project will be funded 80% federally, 15% by the State and 5% by the County. Some of these funds will be used for improvements to the County's Green Lane Farm bridge in Lower Allen Township which is similar to the design of the Craighead Bridge.

Kirk Stoner spoke about a support letter to the Pennsylvania Department of Transportation (PennDOT) requesting expedited review of Shared Ride Coordination and Consolidation in Cumberland, Dauphin and Perry Counties. The letter of support will be sent to Mr. Toby Fauver, Deputy Secretary, Pennsylvania Department of Transportation. It requests an expedited look at coordination and consolidation of shared ride for transportation. The letter has been signed by Dauphin and Perry County Commissioners and if approved by the Cumberland County Commissioners at their April 15, 2013 Board of Commissioners' Meeting, it can be sent to Mr. Fauver (see attached).

Commissioner Cross discussed the Resolution dedicating County property for a Firefighters Memorial. After discussion with the Commissioners and John Lopp regarding appropriate locations, the best possible place to erect the Memorial would be the Public Safety Building grounds. The Volunteer Firefighters Association President Curtis Alleman was informed about the Memorial site location at the Public Safety Building flag pole location. There will be further discussion at the April 15, 2013 Board of Commissioners' Meeting.

Dana Best reviewed for the Board Resolution 2013-12 Re Budget Adjustments (see attached).

Ted Wise spoke to the Board of Commissioners regarding ratifying the termination of access by The Patriot News to the County's Radio System. He gave a brief presentation regarding the radio frequencies used and what the media are able to access. There have been questions about both content and timeliness of some of the information that has been disseminated as a result of receiving this information. There was a recent situation where the system had been misused by The Patriot News. In the past there have been several other incidents involving The Patriot News that have been addressed. Commissioner Cross moved to ratify termination of access by The Patriot News to the County's radio system. Commissioner Eichelberger seconded the motion and it unanimously carried.

Ted Wise discussed the amended policy governing access to the 800 MHz Communication System through OpenSky Radios. The amended policy will: 1) immediately authorize the Department of Public Safety to revoke radio access; 2) it clarifies that the receipt of information must stay with the person who receives it until he or she receives permission from the command authority at the scene of the incident to further release the information received from the dispatch. This will ensure that victims of a crime and the responding officers have a right to privacy and are protected from misuse of information which could jeopardize their safety. There was further discussion regarding Public Safety's previous policy. There was also discussion regarding the scanners used by the general public and questions regarding the media outlets and their purchase of the Public Safety radios.

Melissa Calvanelli discussed the Court Administrator's Capital Project Request: Courtroom No. 1 Audio/Visual System. The 2013 budgeted amount for this project was \$59,000. Because of the complexity of Courtroom 1 the estimated cost for the sound and video upgrades is now \$80,000. Ms. Calvanelli stated upgrades to the system will save the County future costs because once upgraded, video conferences can be held within the Courtroom saving travel and transport costs. Judge Masland commented that it is very difficult to hear in Courtroom 1 and if a large trial is held in it, information would have to be continually repeated because of the Courtroom 1 system's poor sound quality.

Solicitor Schorpp reported on a Bid Opening for Installation of 1 Wet Pipe Automatic Sprinkler System and Installation of a Manual Fire Alarm System at the Cumberland County Records Storage Building. There were three bidders (bid sheet attached). John Lopp will review the bids and a recommendation will be presented at an upcoming meeting. Commissioner Cross moved to accept the Bid Opening: Installation of 1 Wet Pipe Automatic Sprinkler System and Installation of a Manual Fire Alarm System at the Cumberland County Records Storage Building. Commissioner Hertzler seconded the motion and it unanimously carried.

Commissioner Liaison Reports:

Commissioner Barbara Cross reported the following:

An Agriculture Extension Board Meeting took place on April 2, 2013. Children & Youth held a CASA Program event on April 2, 2013 recognizing the CASA Program. This week another CASA Program will recognize the families that are participating in children's placement. A Commission for Women meeting will take place this evening, April 11, 2013. The Conservation District's tree seedlings can be picked up today and tomorrow at the Allen Road facility for individuals who ordered them. On April 4, 2013 a Drug & Alcohol meeting was held. Increases in cuts for services were discussed along with level funding streams and the growing demand for services. There will be a press conference on Monday, April 15, 2013 at 12:30 p.m. at the Capitol regarding the issue of Prevailing Wage. It is a significant issue that CCAP and local government municipalities have addressed.

Commissioner Hertzler reported the following:

An Affordable Housing Trust Fund Board Meeting took place on April 9, 2013. There were ten settlements this year for eligible first-time home buyers with down payments and closing costs. The Agriculture Land Preservation Board met yesterday, April 10, 2013. Three farms in the 2012 program have applied for the federal program. The Agriculture Land Preservation Board in conjunction with the Conservation District sent letters in support or opposition to various pieces of State Legislation i.e., Bills before the General Assembly. Commissioner

Hertzler attended the Capital Area Transit Kick-off Press Conference and Proclamation presentation by the City of Harrisburg for their 40th Anniversary. Commissioner Cross will attend the Redevelopment & Housing Authority Boards' meeting on April 12, 2013 in Commissioner Hertzler's place.

Commissioner Eichelberger reported the following:

The recognition of National Library Week was held at the meeting today. The Library System Legislative Breakfast will take place on April 19, 2013. There is a Library System Board meeting scheduled for Monday, April 15, 2013. York County residents' use of the New Cumberland Library has been discussed and that issue is being addressed by the New Cumberland Library Board. The new website for the Library System will be introduced on May 23, 2013. The new EDGE initiative benchmarking system has been put into place. It will give the Library Directors more decision-making information regarding the evaluation of their performance. Each Commissioner has been given a copy of a letter that Jonelle Darr and Commissioner Eichelberger have with regard to Hampden Township answering their questions and requests they have been made regarding additional library service. He has provided the Commissioners with a letter that will be sent to Hampden Township this afternoon. May is Mental Health Awareness month. The annual walk is scheduled for May 1, 2013. There is presently no update regarding the MH/IDD Bylaws. There is a formal Planning Commission meeting scheduled for April 18, 2013. The Western Cumberland Council of Governments' meeting took place on April 8, 2013. Joint bidding and the Prevailing Wage issues were discussed. The Workforce Investment Board is working on new initiatives. The Board received recognition from the State because of their performance. The State has reminded the Regional Workforce Investment Board for South Central Pennsylvania that the WIB Board of Directors is understaffed. If there are suggestions regarding nominations for the Board, he would be happy to pass this information along.

Acting Chief Clerk Joanne Burkhart reported there were Executive Sessions held on April 1, 2:23 p.m., April 3, 2:30 p.m., April 4, 10:00 a.m. and April 10, 2:40 p.m. regarding Personnel Issues.

Acting Chief Clerk Joanne Burkhart asked if there was further business to come before the Board. Mick Burkhart asked that the Board consider an agreement regarding labor counsel. The agreement is with the law firm of Campbell, Durrant, Beatty, Palombo & Miller to provide general services as labor counsel for the County. If the agreement is approved at the April 15, 2013 Board of Commissioners' Meeting, a termination letter will be sent to the current labor counsel.

Commissioner Hertzler commented on the Fredrickson Library Board and the Hampden Township request for a library pick up and drop off center. He asked Commissioner Eichelberger about the letter he has written which addresses the true costs involved with this request. Commissioner Hertzler believes the Hampden Township request is a reasonable request and it should be considered. Commissioner Eichelberger stated that he is sending a letter as the liaison to the Library System Board. The Fredrickson Board will have the ultimate decision regarding the request for the pick up and drop off center. Commissioner Hertzler sent a letter on his own behalf to Jonelle Darr and Dr. Gould this week.

Mary Jane Zeigler spoke about Cumberland County government and the need for it to be transparent. Ms. Zeigler inquired about the MH/IDD housing within the County. She said it must be more transparent to the residents about where special needs' individuals are living. She believes that the housing should be closer to town and it should be able to house more individuals. Ms. Zeigler also believes there should be new members placed on the MH/IDD Board. Commissioner Eichelberger stated he would appreciate an outlined list of items that Ms. Zeigler would like to see addressed and he will look at it as he is the liaison to the MH/IDD Board. Commissioner Cross stated a public forum could be held to specifically address these issues. Commissioner Hertzler spoke about adhering to the Sunshine Law and that the Board of Commissioners is responsible for policy making and the day to day management of the County. Meetings are streamed to be more transparent and open to the citizens of the County.

There being no further business before the Board Acting Chief Clerk Burkhart stated there is a request for an Executive Session regarding Personnel Issues. The meeting was adjourned.

Respectfully Submitted,

Laurie Mazarella
Administrative Coordinator